



Alberni-Clayoquot Regional District

West Coast Committee Meeting Minutes

Wednesday, April 28, 2010

Regional District Board Room

Present: Chairperson: Tony Bennett, Directors: Eric Russcher, John Fraser.

Staff: Wendy Thomson, Acting CAO, Don Anderson, Manager of Environmental Services.

1. The meeting was called to order at 10:30 a.m.

Minutes

2. Moved by E. Russcher, seconded by J. Fraser, "That the minutes from the West Coast Committee meeting held on February 10, 2010 be adopted as circulated."

"Carried"

Reports/Updates

Tofino/Ucluelet Airport - Terminal Building

3. The Acting CAO provided an update on funding through the Island Coastal Economic Trust (ICET) for the Tofino/Ucluelet Airport. ICET has several stipulations before the Airport would be eligible for funding through the program. The Airport would have to be a "stand alone" entity and would have to show a good economic business case. The Acting CAO advised that an invitation has been extended to Al Baronas, ICET and Michael Hooper, Nanaimo Airport to attend the West Coast Committee meeting on May 13th and have a tour of the Airport.
4. Terminal Building - The Manager of Environmental Services circulated a drawing of welcome mats he is proposing to purchase for the three entrances to the terminal building. There was discussion regarding changing the name of the Tofino/Ucluelet Airport to the Long Beach Airport. The Manager of Environmental services will investigate changing the name of the Airport and report back to the West Coast Committee on May 13th.
5. Sign age - The Manager of Environmental Services circulated a drawing of proposed sign age for the Airport. Staff are exploring the possibility of using Infrastructure Stimulus funds for the new sign. The Manager of Environmental services will provide a report at the next West Coast Committee on sign age for the Airport.

6. Terminal Building Addition - The Manager of Environmental Services provided an update on the small addition that is about to start at the Terminal Building. Infrastructure Stimulus funding is being used for this project.
7. Grand Opening - The Manager of Environmental Services made some suggestions to the West Coast Committee for a Grand Opening of the new terminal building. He recommended holding a 1 or 2 day event in July. Booths could be set-up, fly-ins at the Airport could be arranged, ribbon cutting, sponsored helicopter tours etc. He recommending hiring an organizer for the event. Discussions ensued. The Committee agreed on a budget of \$7,500.00 for the grand opening event. The Manager of Environmental Services will bring a report to the May 13th West Coast Committee meeting on a proposal for the grand opening.
8. Screen for Washrooms - The Manager of Environmental Services advised that there is a privacy issue with the washrooms at the terminal building and recommended installing a privacy screen. The Committee agreed to the installation of a privacy screen.

Tofino/Ucluelet Airport - Commissionaires RV's

9. The Manager of Environmental Services advised Directors that Parks Canada hires CORE Commissionaires, which are retired Airforce, Army or RCMP Officers every summer. These Commissionaires have been parking their RV's at the Parks Canada building by the terminal building for several years with no formal agreement in place. Discussions ensued. Director Fraser pointed out that the Commissionaires do provide a bit of security at the Airport. The Committee agreed to go with "status-quo" for this season, but directed staff to work on a more formal arrangement for next season.

Tofino/Ucluelet Airport - Long Beach Golf Course Lease

10. The Manager of Environmental Services provided an update on the Long Beach Golf Course Lease at the Tofino Ucluelet Airport. He circulated copies of a draft lease that was developed by the Regional District's former Administrator. The Long Beach Golf Course is requesting a Long Term (25 year) lease. Discussions ensued. The Manager of Environmental Services advised that he has spoken to Keith Gibson, Long Beach Golf Course and Kendall Kelly, WC Multi-plex Society and requested a formal plan from both groups on what they are proposing to do on the Airport Lands. The Acting CAO advised that representatives of the Long Beach Golf course will be making a presentation at the May 13th West Coast Committee Meeting. The Acting CAO will investigate legislation for entering into a long term lease at the Airport and provide an update at the next West Coast Committee meeting.

Tofino/Ucluelet Airport - Fire Protection Service Agreement

11. The Manager of Environmental Services reported that staff are investigating a Fire Services Agreement with the District of Tofino and the District of Ucluelet for fire protection at the Airport. He advised Directors that there is an opportunity to have a fire training facility on the Airport lands. Discussions ensued.
12. Moved by J. Fraser, seconded by E. Russcher, "That staff be instructed to explore options with the District of Tofino and the District of Ucluelet on a fire protection services agreement for the Tofino/Ucluelet Airport."

"Carried"

Tofino/Ucluelet Airport - Tree Trimming

13. The Manager of Environmental Services provided an update on annual tree trimming at the Airport. He also advised that he is investigating alternatives for dust control at the Airport.

Tofino/Ucluelet Airport - Atco Trailer

14. The Manager of Environmental Services reported that there is an 8 x 8 Atco trailer on the Airport Lands. He said the trailer is an eye sore and requested permission from Directors to remove the trailer. He advised that he can use the trailer at other Regional District locations such as the Landfill. The Committee authorized the Manager of Environmental Services to remove the trailer and make use of it elsewhere.

Tofino/Ucluelet Airport - Manager for the Airport

15. The Committee agreed to get the Airport Advisory Committee up and running before exploring options for a Manager at the Airport. The Manager of Environmental Services advised that he is exploring options for someone to clean, stock, open and close the terminal building. He will report back at the next meeting.

West Coast Landfill - Maintenance Agreement with Parks Canada

16. The Manager of Environmental Services provided an update on the condition of the West Coast Landfill Road and the Agreement with Parks Canada. He reported that Hazco brought the road up to proper standards as per their agreement with the Regional District. He reported that the road is currently in bad condition due to Windley Construction's use of the road. Windley Construction has been using the Road to access the gravel pit for the

development on the Tla-o-qui-aht First Nation Reserve. He advised that Parks Canada keeps referring to an old Agreement with the Regional District for maintenance of the Landfill road. He said that Parks Canada thinks the Regional District should be paying for repairs to the Road from the damage done by Windley Construction. Discussions ensued. Director Bennett said these are both Federal projects and Parks Canada and Windley Construction should be responsible for repairing the road.

17. Moved by T. Bennett, seconded by J. Fraser, "That staff be instructed to seek legal advise on the Agreement between Parks Canada and the Alberni-Clayoquot Regional District for Landfill Road maintenance."

"Carried"

18. The Committee authorized the Manager of Environmental Services to spend up to \$5,000.00 to repair the Landfill Road on the condition that Parks Canada stops Windley Construction from using the Landfill road until a proper Agreement is in place for maintenance.

West Coast Landfill - Recycling Program

19. Director Bennett expressed concerns with the Recycling Program on the West Coast. He said the recycling materials are being separated and trucked to Nanaimo, but a lot of the material is not going anywhere (not being recycled). He said the trucking costs and impact on the environment from trucking is not good. Director Bennett said the Regional needs to come up with a good concrete plan for recycling. Discussions ensued. The Committee requested staff to conduct a review of the recycling program on the West Coast and provide a report on how the recyclables are being split up and how much is actually being recycled.

20. Moved by J. Fraser, seconded by E. Russcher, "That the meeting be closed to the public to discuss matters relating to labour or other employee relations."

"Carried"

21. The meeting was closed to the public at 12:50 p.m.

22. The meeting was re-opened to the public at 1:14 p.m.

23. Moved by J. Fraser, seconded by E. Russcher, "That this meeting now stand adjourned."

"Carried"

24. The meeting adjourned at 1:14 p.m.

Certified Correct:

Tony Bennett,
Chairperson

Wendy Thomson,
Acting CAO